

St Teresa's Parish Pastoral Council

Minutes of Meeting held on Wednesday 10th September 2014

Present: Margaret Malone (Chair); Fred Mendonca; Fr John Mulligan; Margaret O'Donovan; Con Diver; Mary Cadd; Mary Mandryk; Brendon Gilbert; Theresa Goldband; Rob Mobile; Marion Akuamoah; Denis Yorke; Mary Lee; Paul Carter; Anselm Rabindran; Bernadette Mulhern; Jean Dolan (Minutes)

Apologies: Justin Dachtler

Introduction		
Welcome and Farewell	Margaret Malone welcomed everyone to the meeting. New members attending are Bernadette Mulhern and Anselm Rabindran. Paul Carter returned to the PPC.	
Opening Prayer	The meeting was opened with a prayer led by Mary Mandryk	
Minutes and actions from meeting on 2nd July 2014		
a) Washroom facilities signs	Position of the sign to be decided and signs to be designed and placed in Narthex.	Action: Con Diver
b) Parish Survey results	Results from parish survey to be collated to show parish demographic	Fred Mendonca
c) Volunteers	The parish will continue to ask for volunteers to support parish work.	PPC
1. Evangelisation		Evangelisation Sub-Committee
a) Diocesan Conference 27 th May 2014	Diocesan conference on 27 th May 2014 at Richard Challoner School was attended by 40 attendees from the Deanery. The conference was a response to Pope Francis letter. 700 attendees were at the 3 area conferences. The speakers were excellent (John Quinn – spoke on youth ministry). There was lots of energy and enthusiasm on the day and the attendees varied in ages. The Archbishop requests that Evangelisation teams are set up in the parishes within the Diocese. The deanery will set up 8 evangelisation teams – formation will take place during Lent. The parish will need to consider what the next steps are to evangelise both internally and externally. Also to network with other parish groups including SVP and the Legion of Mary.	
b) Rome Conference 18 th September 2014	A 3 day conference will be held in Rome for 1600 delegates' audience with Pope Francis. The Evangelii Gaudium exhortation asks for a bold and creative response to moving parish forward in evangelisation.	
c) St Teresa's School	Justin Dachtler not present. The school values sheet has been printed and displayed in the School.	Justin Dachtler to produce School report for next PPC meeting.
d) 1 st Holy Communion	2 nd October 2014 for parent's registration meeting. 60 letters have been sent out to year 3.	

e) Confirmation	Meeting for candidates and parents 6 th September 2014. 18 th September 2014 welcome meeting. 41 forms sent out to return in 2 weeks by 27 th September 2014. St Teresa's parish working with Sacred Heart parish. 2 or 3 events will be open to wider parish. Confirmation for Year 9 June 6 th 2015 at 3pm.	
f) RCIA	Welcome meeting 8 th September 2014. 25 people attending.	
g) St Helier Hospital	At present there is no hospital chaplain and no replacement is imminent. There are 18 Clergy available in the Diocese for emergencies. Sara Sewell is the contact for Anglican priest. A notice will be placed in the parish newsletters. Any parishioner in hospital who wishes to receive communion should contact their parish office either in person or through a family member. There will also be a list of parish contacts in the hospital chapel.	Fr John
2. Communication a) Contact Corner	The contact corner is manned before and after Mass by PPC members. Parishioners are aware that the contact corner is up and running and it is being used. The television screen should be switched on before and after Mass. The Notice boards should be kept tidy. Everyone should check and remove any notices out of date.	PPC Members
b) Parish website	Parish forms to be accessible from website. Reminder that parishioners can subscribe to receive the newsletter by email.	Theresa Goldband
3) Liturgy a) Anointing Mass	The Anointing Mass took place on 13 th September 2014. 50 parishioners attended with a reception in the Parish Hall after Mass.	
b) School led Masses	School led Masses took place on 1 st and 8 th September 2014. Years 2 were on the sanctuary. Young people were readers. The hymns were projected. There is a need to reconsider seating arrangements to accommodate regular daily Mass attendees.	
c) Ethnic Community Masses	Last Community Mass was led by the Nigerian community. It was a vibrant celebration and £950 collection was contributed to the parish. The next date for a Community Mass is the 30 th November 2014 and the Tamil community have been invited to lead the Mass.	
d) Hymn Books v projectors in church	The PPC had a demonstration of the projectors in the church by David Hemsworth. It is suggested that the projectors are piloted at the Christmas Eve Mass. Financially it would be more cost effective to use the projectors rather than replacing the hymn books.	
e) Readers, Servers and Music	At present there are 65 servers aged between 7 and 20 years old. Formation takes place through St Stephen's Guild. It would be good for the parish if the servers were encouraged to get involved in other areas of parish life – such as the youth groups and the	

<p>4. Social</p> <p>a) Tuesday Club</p> <p>b) Coffee Mornings after 11am Sunday Mass</p> <p>c) Community Development at St Teresa's</p> <p>4. Maintenance</p> <p>a) CHEC update</p> <p>b) Parish Hall Flooring</p> <p>c) Church lights</p> <p>5. Formation</p> <p>a) Lay Ministers of Holy Communion</p> <p>6. Safeguarding</p>	<p>ministry of welcomers. The Liturgy group to reconsider music on 9.30am Mass. The choir and musicians will be attending the Wonersh centenary events in November 2014.</p> <p>There are 20-30 parishioners regularly attending the Tuesday club run by Winnie Mann. It would be useful if they were offered some support to manage the club and link them to other groups. A co-ordinator could be appointed to empower the group. There are parish meetings with Age UK on 17th or 24th September to see what support they could provide. Also the parish could link with FISH (friends of St Helier). Rob Mobile to speak to John Maloney and Rosemary to discuss options.</p> <p>A notice to be placed in the parish newsletter asking for 2 volunteers to join the rota to provide tea and coffee after the 11am Sunday Mass. Replenishments of tea, coffee and sugar should be ordered through Fair Trade. A laminated sign will be place on in the kitchen in the parish centre.</p> <p>The parish community should be cohesive and not fragmented. There is a need to respond to the question – What are the key ingredients of Community Development at St Teresa’s? The Community Project Steering Group has been formed and had their first meeting on 27th March 2014 (minutes attached) The next meeting to take place on 30th September 2014. There needs to be activities within the church and in the wider community. The youth clubs are well attended and a senior’s table tennis group is being set up. The extension of the parish hall their will provide greater potential. Christmas lunch contacts list for parishioners will be collated by Rob Mobile and the Legion of Mary.</p> <p>CHEC are planning to have a ‘thank you’ event for the support and donations received from parishioners towards the parish hall extension. Perhaps a BBQ or a meal in the new year. Permission has been received to go ahead with building plans.</p> <p>The parish centre floor has been refurbished and is greatly improved.</p> <p>The church lights need replacing.</p> <p>There is a recollection day on 1st November 2014 10am – 3pm with Fr John Farrell for lay ministers of Holy Communion. Lunch will be provided.</p> <p>A safeguarding officer has been appointed for the parish. All catechists and lay ministers will be required to complete 2 forms and provide 2 references. CRB checks will be completed. The information will be retained securely by the parish.</p>	<p>Rob Mobile and Community Project Steering Group</p> <p>Marion Akuamoah and Theresa Goldband</p> <p>Maintenance Sub-Committee</p>
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<p>7. Any Other Business</p>	<p>Paul Carter returned to the PPC and was elected as Chair. For the photographs of PPC members to be placed above the contact corner in the Narthex.</p>	
<p>8. Confidential Items</p>	<p>There are no confidential items.</p>	
<p>Next Dates of Meeting</p>	<p>Wednesday 5th November 2014 Thursday 4th December 2014 Tues 27th January 2015 Thursday 5th March 2015 Wednesday 15th April 2015 Thurs 21st May 2015</p>	
<p>Closing Prayer</p>	<p>Con Diver led the closing prayer.</p>	